

Planning Board Meeting January 27, 2020 Minutes

Attendees: Chairman Brian W. Murray, Members Daniel Kowalik, Mary Jane Shonn, Gregg Brown, Todd Glassman and Alison Koopman; Village Clerk Jayne DeTine; Public Works Manager Jon Cummings and DPW Electric Lineman and Village Arborist Bradley Baer

Work Session was opened at 5:30 PM by Chairman Murray

Tree Policy Review

- After a lengthy discussion, Mary Jane Shonn will be adding the latest changes to the Tree Policy and distribute to the Planning Board for review. Alison Koopman will supply a preferred tree list from the State.

Airbnb Codes

- Jayne stated that Code Enforcement Officer Borth did send a letter to the owners of the Airbnb at 14 Hart Street regarding complaints and the need for emergency contact information.

The **Regular Planning Board Meeting**, was called to order at 6:05 Pm by Chairman Murray

Pledge to the Flag:

Chairman Murray welcomed everyone to tonight's meeting and proceeded with the Agenda:

Minutes of November 18, 2019 Planning Board Meeting:

- The minutes were approved as presented by Chairman Murray. Dan Kowalik and Mary Jane Shonn

Tree Policy Review:

- Mary Jane gave us a review of the latest revisions (Exhibit # 5) to the Policy for our meeting. She had also spoken with Don Shonn in regards to this becoming a Local Law vs. a Policy. There were several other revisions presented to her to incorporate into our update. She will get this updated and present to Jayne to be emailed to the Planning Board, Village Board, Jon Cummings and our Arborist. We would like to meet at our next meeting with the Village Board or their representatives, Jon Cummings, and the Arborist to work on this Policy/Law to prepare it for full presentation to the Village Board for adoption.
- Attorney Borden stated that he felt a local law was not necessary, as there are other laws on the books to use if this policy is violated.

AirBnb:

- The Board discussed this further and some ideas passed around was to develop a handout or an informational article for the monthly newsletter, discussing the requirements of running an AirBnB.
- The Board will plan on having further information from our CEO at the next meeting, relevant to his letter sent.

Cornerstone Subdivision Review:

- This item was tabled until we have a report from the CEO in reference to any conversations or meetings, he has had with the Kelkenburg's

Comprehensive Plan:

- Chairman Murray is going to the Village Board meeting tonight to get an update as to how to proceed with this item. Once he has clarification, he will set an agenda item for future meetings.

Permitting Process:

- Dan and Mary Jane are reviewing the documents being put together and will have a checklist for presentation at future meetings.

Point of Business:

Jayne presented the Board with a letter from resident Martin F. Schuman, in regards to sidewalks for the Kelkenberg Sub-divisions. This letter will be reviewed with the CEO and be on next month's agenda.

Next meeting: Monday February 24, 2020 starting at 5:30 pm proposed agenda:

Item # 1:	Tree Policy/Law review	Mary Jane Shonn
Item # 2:	14 Hart Street Update	Mike Borth
Item # 3:	Airbnb Codes Update	Mike Borth & Brian Murray
Item # 4:	Permitting Process checklist/flowchart	Dan Kowalik & Mary Jane Shonn
Item # 5:	Comprehensive Plan Update	Brian Murray
Item # 6:	Cornerstone Subdivision	Mike Borth

Respectfully submitted

Brian W. Murray
Planning Board Chairman